

Solicitation Document No: S-LC02007	Document Title: RECORDED SPANISH LANGUAGE CASSETTE BOOKS	Section J: Page J - 1 of 148
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PART III - SECTION J
LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS

Statement of Production Capacity (SPC Form) -- Recorded Cassette Books

J-2

Specifications Included Individually:

Specification 202 - Cassette Book Duplication (Dec 1990)
Total Pages 50

Specification 203 - Four-Track Monaural Open-Reel Intermaster (7-inch, 3-3/4 ips)
(Jul 1995) - Total Pages 9

Specification 300 - Book Mastering (Jul 2000)
Total Pages 17

Specification 403 - Labeling and Packaging Cassette Books (Feb 1997)
Total Pages 18

Specification 701 - Library Grade C-0 Cassette Shell (Oct 1994)
Total Pages 25

Specification 703 - Blank Tape (7-inch open-reel, for copying purposes)
(Jan 1991) - Total Pages 7

Specification 1202 - Requirements for Distribution Source files, Review Copies,
and Blank Recordable Compact Disks (Sept 2001) - Total Pages 21

Available upon request: (See also L.4.2 Samples)

Sample cassette mailing container and labels

STATEMENT OF PRODUCTION CAPACITY
SPANISH LANGUAGE CASSETTE BOOK RECORDING AND DUPLICATION

Producer _____

Date Prepared _____

Production Stage (Units) Available	Output/Year Per Person, x Machine, etc. (specify which)	Number of Persons,* Machines, etc.	% of Output x Available x to NLS **	Operating % ***	Net Output = Per Year Available to NLS in units noted	Net Titles to NLS
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Note: Except for last column, output should be in terms of units listed at left of each row.

Recording (88-minute tracks)	x	x	x	=	/ 7.6 =	Titles
					88-min.trks	
Preparation of submasters (2- track submasters)	x	x	x	=	/ 4.1 =	Titles
					submasters	
Mastering (4- track running masters)	x	x	x	=	/ 2.3 =	Titles
					running masters	
Duplication (cassettes)	x	x	x	=	/ 1150 =	Titles
					cassettes	
Loading (cassettes)	x	x	x	=	/ 1150 =	Titles
					cassettes	
Labeling (cassettes)	x	x	x	=	/ 1150 =	Titles
					cassettes	
Packaging and Shipping (copies)	x	x	x	=	/ 500 =	Titles
					copies	
Duplicating inter- masters (4-track intermasters)	x	x	x	=	/ 2.3 =	Titles
					intermasters	

* When employees work in more than one area, the model must reflect this by prorating the number of persons or the number of hours accordingly.

** Percent of capacity in each production stage that is available for use on NLS projects.

*** If downtime equals 15%, operating % equals 85%. Downtime can be due to illness, failure of equipment, etc.

NOTE: Title computations above are based on an average title size:

7.6 tracks (88 minutes each)

2.3 cassettes (4-track) per copy

500 copies

4.1 submaster reels (2-track)

2.3 intermaster reels (4-track)

1150 cassettes

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